

# Battle Ground Town Council

Meeting Minutes, December 11, 2017

Attending: Steve Egly, Council President; Councilor Mike Bird, Councilor James Miller, Councilor Zach Raderstorf, Clerk Treasurer Georgia Jones, Town Attorney Eric Burns, Town Supervisor Ron Holladay, Town Marshal Jerry Burk. Not present: Greg Jones

Guests: Bill Miller, Ryan Smith, Colin Dale, Wes Shaw, Joanne Titolo

Steve Egly opened the meeting at 7:00 p.m. Additions to the agenda, Bill Miller of Americus Area Community Coalition.

## **Guest Comment**

Bill Miller reported the Rodgers Group did not file with the Zoning Appeals Board within the 30 day period allowed for appeals.

Ryan Smith spoke for Butler Fairman & Seufert regarding the Sanitary Sewer Master Plan. Following the November council meeting, the company prepared a scope of work outline based on concerns of the council. (copy attached). There are no additions at this time, and a proposal based on the approved scope will be presented at the January meeting.

Wes Shaw presented a list of change orders needed during the construction phase of the North Street project. (copy attached). The total cost of additional work is \$33,897.55. Mike Bird requested a breakdown of time and materials expense for each order, which can be emailed.

**Motion** by James Miller to approve signatures on five change orders numbered #3-#7 to be provided in the near future. Second of Mike Bird. Motion carried, 4 Aye, 0 Nay.

## **Department Reports**

### **Town Marshal**

Jerry Burk mentioned recent ordinance violations. The hotel property still needs to have the brush cleared for security but someone has repaired vandalism to the perimeter fence.

### **Sewage**

The new 4" trash pump was delivered and will be installed on a trailer.

### **Street Department**

The salt spreaders needed several repairs this year and are operational now. Ron would like to have a place to keep the units under roof to help prolong service life. Leaf pickup with the vac wagon was extended an additional week to help with late leaf fall. Bagged leaves that are left at the curb will be picked up to help residents finish yard cleanup.

Street signs in Shawnee Ridge will be replaced in the spring.

## **Town Attorney**

The hotel property on SR 43 passed county inspection and is considered secure but remains an unsafe structure. There is technical compliance with the approved steps in the timeline. Reportedly the owner will have trees cleared this week.

**Motion** by Steve Egly to authorize Withered Burns to send a letter of enforcement “60-day notice” to MGM Rave if the company does not meet the current financing deadline which is set to expire December 21. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Shawnee Ridge homeowners association provided signed documents for Battlefield Heights Outlot A and Outlot B, required to set up legal authority for maintenance by the town. The new HOA President Will Ellis requested time to verify the legal descriptions, but as many weeks have passed and there has been no reply to recent requests for communication the documents will now be recorded.

**Motion** by Zach Raderstorf to accept the easement on Outlot B as described in the transfer document. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

**Motion** by Steve Egly to accept the Quitclaim Deed for Outlot A, a stormwater retention area. Second of James Miller, motion carried. 4 Aye, 0 Nay. A map of easements and access points for each lot is needed to share with adjacent property owners, requested of BFS engineering.

## **Clerk-Treasurer**

**Motion** by James Miller to approve the minutes of November 13. Second of Zach Raderstorf, motion carried. 4 Aye, 0 Nay.

**Motion** by James Miller to approve Register of Claims November 14 to December 11, 2017. Second of Zach Raderstorf, motion carried. 4 Aye, 0 Nay.

In preparation for the 2018 salary ordinance, the effective dates for 2018 weekly payroll are 12/31/2017 to 12/29/2018. There was consideration for moving to a biweekly payroll. If this is included in the 2018 salary ordinance, the effective dates would be 12/31/2017 to 12/22/2018, to avoid having two pay rates in one pay period.

**Area Plan** – no report

## **Committees**

**Personnel** – Employee evaluations will be placed on Drop Box for review.

**Communication** – Town Web has offered to design a town logo for the website. After discussion Steve Egly suggested a committee to explore options. Committee members are Zach Raderstorf, Mike Bird, Georgia Jones and Joanne Titolo.

**Streets and Roads** – Total Patch work was completed by the county. Invoices for CCMG projects are not yet received by the clerk.

**Sidewalks and Paths** – no report

## **Old Business**

The draft for sewage repairs ordinance is not available at this time.

**Motion** by Zach Raderstorf to begin bi-weekly pay in the second quarter of 2018. Second of James Miller, motion carried. 3 Aye, 1 Nay

**Motion** by James Miller to pay the Holiday Bonus and set 2018 bonus at \$100.00. The bonus is available to employees in the Sewage Department who regularly work 20 hours or more. Second of Zach Raderstorf, motion carried. 4 Aye, 0 Nay

Discussion of draft salary ordinance. Pay raises were changed from 3.5% to 3.0 % and the change in Holiday Bonus was incorporated.

**Motion** to adopt Ordinance 2017-563 setting salaries and wages for 2018 by Zach Raderstorf, with second of Mike Bird. Motion carried, 4 Aye, 0 Nay

## **New Business**

A policy document for the Stormwater Utility was distributed. Exceptions that are noted include exemption for agricultural land that has been in active production for a period of years prior to the utility creation. Adjacent parcels under one ownership that are used for a residence are assigned only one ERU. Appeal procedure is included with the policies.

**Motion** by James Miller to adopt Ordinance 2017-564 Stormwater Utility Policies. Second of Zach Raderstorf, motion carried. 4 Aye, 0 Nay.

Council members submitted 2017 disclosures for Contracting and Nepotism

Discussion of stormwater billing and appeal process.

**Motion** by Steve Egly to allow an exemption for cemetery property that has no structures or other impervious features. This would be incorporated in the previously approved Stormwater Policies document. Second of James Miller, motion carried. 4 Aye, 0 Nay.

**Motion** to adjourn 9:40 p.m. by James Miller, with second of Mike Bird